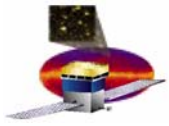


GLAST Large Area Telescope

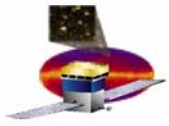
Tool Control Plan

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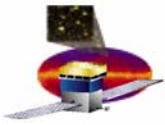
Purpose of Tool Control

- **Tool control procedures are intended to prevent tools from being inadvertently left adrift in enclosed flight hardware**



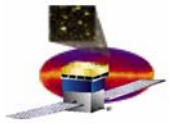
Common Hand Tools

- **Common hand tools shall be stored in shadowed tool boxes**
- **Each tool box shall be assigned a custodian for each shift**
 - **Responsible for maintaining tool box contents**
 - **Responsible for maintaining tool box inventory log**
- **Each tool box shall have attached to it a current (daily) inventory of the items it contains**
- **All tool boxes shall be inventoried at the end of each shift, unless they have not been opened**
 - **Missing tools shall be documented on a NCR**
 - **Every effort shall be made to locate a missing tool prior to replacing it**
 - **Inventory logs of unopened tool boxes shall be annotated that the box was not opened during the pertinent period**
- **The use of tool sets with interchangeable bits is discouraged**



Special Tools

- **Special tools are those that are designed and manufactured to be used in a single application. They are used only by the group responsible for the application**
 - **Clamping fixtures**
 - **Drill templates**
 - **Support fixtures**
- **Special tools shall be stored in or near the area where they will be used**
- **Subsystem managers shall assign a custodian for the special tools required by their subsystems**



Calibrated Tools

- Torque wrenches and measuring devices (calipers, micrometers, etc.)
- The Mechanical Subsystem Manager shall assign a custodian for these tools
 - Maintains inventory logs
 - Coordinates recalibration as required